



OFFICE OF THE MAYOR

## NOTICE TO PROCEED

05 OCTOBER 2022

Date

### **GRAFIQ ADVERTISING SYSTEM CORPORATION**

No. 124-A, SCT Limbaga,  
Sacred Heart 4, Quezon City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Various Printed Materials for the Elderly Month**, for the **Office of Senior Citizen Affairs**, under **Purchase Request No. 100-22-09-5962**, covered by **Purchase Order No. 22-09-1980** has been duly approved.

You are hereby directed to perform your obligations as stipulated in the contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

**VICTOR MA. REGIS N. SOTTO**  
City Mayor

By authority of the City Mayor:

F:   
**ATTY. JERONIMO U. MANZANERO**  
City Administrator

Conforme:   
**SHERLYN T. BUNGAG**  
Authorized Representative  
**GRAFIQ ADVERTISING SYSTEM CORPORATION**

Date:

